

**TRAFFIC COMMISSION
JANUARY 28, 2010 MINUTES**

The regular meeting of the Burbank Traffic Commission was held in the Community Services Building, Community Room #104, 150 North Third Street, on the above date. Joseph Terranova, Chair, called the meeting to order at 4:00 p.m.

Members Present:	Joe Terranova, Chair	David Justl
	Brian Malone, Vice Chair	Robert Heins
	Barry Gussow	Gregory Bragg
	Paul McKenna, Jr.	Rebecca Granite-Johnson

Members Absent: Dennis Hooper

Staff Present: Ken Johnson— Traffic Engineering, Public Works
Sgt. Kelly Frank— Police Department, Traffic
Jeanne Keeler— Parking Analyst, Public Works
Rabie Rahmani— Principal Civil Engineer, Public Works
Carolyn Scully— Recording Secretary, Public Works
Sandy George—Recording Secretary, Public Works
Terre Hirsch—Assistant Code Director, License & Code
Jack Lynch—Manager, Dept of Housing & Redevelopment
Patrick Prescott—Principal Planner, Comm. Development Dept
Ruth Davidson-Guerra—Asst. Community Development Dir.

I. FLAG SALUTE

II. ROLL CALL

III. ORAL COMMUNICATIONS: (Limited to items on the printed agenda or items regarding the business of the Traffic Commission.)

A. Public Communication

Ralph Herman commented on the following:

- Olive Avenue Streetscape project
- Bicycle Detection
- Traffic Signal Operation
- Changeable Message Signs
- MUTCD Standards
- Unauthorized running on Burbank streets
- Bicyclist traffic

Tassilo Baur, a resident, discussed a parking problem in the 1300 block of N. Avon Street.

B. Commission Member Communication

Mr. Malone inquired about the Buena Vista Street signal infrastructure improvement project might begin; Mr. Johnson informed him it would be spring 2010.

Mr. Malone asked if public record reports could be posted on the City's website. Mr. Johnson said this is not typically done by City commissions, and would involve making a policy change to do so.

Mr. Malone asked for an update on Recreational Vehicle permits. Mr. Johnson responded that this is pending an implementation of a new computer monitoring system called E-Pals.

Mr. McKenna discussed lack of safety and common courtesy by some bicyclists on the Chandler Bike Path.

Mr. Justl inquired about a change in signal operation at Lake Avenue and Olive Avenue, and other locations. Mr. Johnson said this is in the planning stage, and may be implemented after additional maintenance staff is hired.

Ms. Granite-Johnson requested adding a Measure R agenda item to next month's meeting.

Mr. Terranova asked about the timeframe for the Bicycle Detection Pedestrian push button project, specifically on Riverside Drive. Mr. Johnson responded that this will be implemented soon, once staffing has been increased.

C. Staff Communication/Council Items

Mr. Johnson said he would review upcoming grant opportunities to see if there is funding for helmet/bicycle safety training and education.

Mr. Johnson also commented on Mr. Herman's points, as summarized below:

- Riverside / Buena Vista bicycle detection – detection is moot, since Riverside Drive is now on recall
- Disney driveway – staff is looking into retiming the signal
- Signs – signs are used in accordance with Burbank standards
- Left turn signal operation – Complaint given to signal staff
- Running – Issue given to Police Department
- Bicyclist operation – Complaint given to Police Department

Mr. Rahmani commented on the Commission's inquiries about traffic detection in the Alameda Avenue/Hollywood Way area.

Mr. Johnson mentioned the City Council's request for two Traffic Commission members to participate in the Olive Avenue Streetscape Committee, and their request for a study session on school area safety.

Mr. Bragg discussed better bicycle helmet usage education programs, as well as using current methods through Burbank Police Department programs and school PTA meetings, to promote helmet usage. Mr. Bragg requested that a report be brought back to the Commission from the Police Department analyzing their education and enforcement success on helmet usage.

Mr. Gussow asked about flashing lights and speed notification signs in Burbank.

IV. APPROVAL OF MINUTES

Mr. Justl moved, and Bob Heins seconded, to approve the minutes for the November 19, 2009, meeting with one correction. Mr. Justl asked that the second page be changed before staff posts it online. The motion was approved with one abstention.

V. REPORTS

A. Taxi Cab Report—Monthly Report on Taxi Activities—Terre Hirsch

Mr. Hirsch reported the time for accepting applications for Taxi permits had closed, and no new applications were received. He reminded the Commission of the Annual Needs and Necessity evaluation. Mr. Hirsch discussed the Taxi Holding Lot at the Bob Hope Airport. He reported on the No-Smoking ordinance in relation to cabs in Burbank. Mr. Johnson, Mr. McKenna, Mr. Justl, Mr. Gussow, and Mr. Terranova participated in the discussion.

B. Olive Avenue Streetscape Project (formerly Item E)—Jack Lynch

Mr. Lynch discussed the City Council request for two Traffic Commission members to the Olive Avenue Streetscape Project. Mr. Lynch described the Project.

Mr. Gussow expressed his hope that the city can learn from any issues of the Burbank Boulevard project when designing the Olive Avenue Streetscape Project. Mr. Bragg expressed concern about additional trees.

Mr. McKenna moved to have Mr. Malone and Mr. Gussow be appointed to the Olive Avenue Streetscape Project subcommittee, and Ms. Granite-Johnson seconded. The motion was approved unanimously. Mr. Johnson, Mr. Malone, Mr. Terranova, Mr. Justl, Mr. Gussow, Mr. McKenna, Mr. Bragg, and Ms. Granite-Johnson participated in the discussion.

C. Off-street Parking Issues with Older Apartments (formerly Item D)—Rabie Rahmani

Mr. Rahmani discussed posting signs restricting parking between 3-5 a.m. in an effort to ensure street sweeping efficiency, and to make short-term customer parking available for local businesses. Letters were sent to affected citizens and merchants, and a few concerns were expressed by them. Mr. Rahmani discussed landlords who do not offer sufficient parking for their tenants. Mr. Johnson will have street sweeping management staff present at an upcoming meeting for further discussion.

Mr. Terranova, Mr. Gussow, Mr. Johnson, Mr. Bragg, Mr. McKenna, Ms. Granite-Johnson, Mr. Justl, Mr. Prescott, Mr. Malone, Mr. Heins, and Mr. Baur participated in the discussion.

D. FY2010 Chairman and Vice Chairman (formerly Item B)—Ken Johnson

Mr. Johnson discussed the Chairman and Vice Chairman election. Mr. Justl asked when this election should actually take place. Mr. Johnson said he will get clarification on this issue from the City Attorney's Office. Mr. Malone, Ms. Granite-Johnson, and Mr. McKenna participated in the discussion.

Ms. Granite-Johnson moved that the Commission keep the Commission's current Chair and Vice Chair until June of this year, and then have elections at that time. Mr. Gussow seconded the motion. All approved the motion, except Mr. Justl opposed the motion.

E. Council Agenda Item on Traffic Commission Terms of Office (formerly Item C)—Ken Johnson

Mr. Johnson discussed the request for a resolution to be brought before the City Council at the February 23rd meeting to change the Commission appointment terms. Mr. Terranova, Mr. Malone, Mr. Justl, Mr. Gussow, Mr. McKenna, and Mr. Bragg participated in the discussion.

F. Status of Traffic Projects—Ken Johnson

Mr. Johnson spoke of a grant to upgrade the signals around Burroughs High School. Mr. Justl expressed his opposition of installing curb extensions in this area, unless they would improve the safety.

Mr. Malone indicated he would like updates on the process/status of each of Mr. Herman's points available at the next meeting.

Mr. Johnson will provide a more detailed explanation of these agenda items at a future meeting.

Mr. Malone, Mr. Terranova, and Mr. McKenna participated in the discussion.

G. Magnolia Boulevard Traffic Signal Upgrade (formerly Item H)—Ken Johnson

Mr. Johnson spoke on the Signal Upgrade project. The Magnolia signal upgrades could be undertaken next year, as the City has received grant money to allow earlier implementation. Mr. Gussow participated in the discussion.

H. Traffic Commission Reports on City Website (formerly Item G)—Ken Johnson

Mr. Johnson reported that from his understanding, most departments do not put reports on the City Website, but he can check into this further. Mr. Malone discussed the potential ease with which this could be done. Transparency in government records was discussed. Mr. Terranova, Mr. Malone, Mr. Justl, Mr. Bragg, Ms. Granite-Johnson, and Mr. McKenna participated in the discussion.

VI. PUBLIC HEARINGS

None.

VII. FUTURE AGENDA ITEMS

- Taxi Cab Report – Monthly Report on Taxi Activities (Hirsch)
- School Area Traffic Controls (Rahmani)
- City Council Report on LNCV Parking (Johnson)
- New HSIP Grant (Johnson)
- City Use of Measure R Funds (January 2010)—Granite-Johnson
- Taxicab Needs and Necessity (October 2009)—Johnson
- Parking Around Schools at Dismissal Time on Street Sweeping Day (June 2009)—Bragg
- Non-Emergency Medical Transportation (February 2009)—Terranova
- Bicycle Helmet Education (September 2009)—McKenna
- Accident and Citation Statistics for Review (October 2009)—Flad
- Traffic Calming (March 2008)—Johnson
- Status of Truck Routes (June 2009)—Justl
- Discussion of Parking in Magnolia Park (March 2009)—Terranova
- Commercial Vehicle Parking Restrictions (July 2008)—Johnson
- Test Involving having a Left Turn Light Only if 3 or More Vehicles are Waiting for a Left Turn (August 2009)—Johnson
- Posting of Backup for Agenda Items on City Website (January 2010)—Johnson
- Bicycle Detection on Eastbound Riverside Dr. at Buena Vista St. (January 2010)—Johnson
- Protected and Protective/Permissive Left Turn Signals at Alameda Ave./Hollywood Way and Alameda Ave./Pass Ave. are Not Working Correctly (January 2010)—Johnson
- Smoking Allowed in Taxicabs? (January 2010)—Johnson
- More Detail on Status of Traffic Projects (January 2010)—Johnson

VIII. ADJOURNMENT

The meeting was adjourned at 6:35 p.m. The next regularly scheduled meeting will be held on Thursday, February 25, 2010, at 4:00 p.m. in the City Hall Chambers.

Respectfully submitted,

Ken Johnson, Traffic Engineer
KJ: smg